



# Town of Coupeville

4 NE Seventh ▪ PO Box 725 ▪ Coupeville WA 98239  
360.678.4461 ▪ 360.678.3299 Fax ▪ [www.townofcoupeville.org](http://www.townofcoupeville.org)

Wednesday, January 02, 2019

Robert Teel  
MuckRock News  
Dept MR 59962  
411A Highland Drive  
Somerville, MA 02144

**Re: Request for Public Records dated 08/25/18**  
**Received by the Town on 08/27/18**  
**Request Number: 18-013**

Dear Robert Teel,

I just wanted to touch base with you and let you know that we are working on fulfilling your records request, dated 08/25/18. On August 31, 2018, I sent a letter acknowledging receipt of your request. In that letter I anticipated a response to a first installment by September 14, 2018. The First Installment of records responsive to your request was too large to send via email, and was provided via US Mail, on September 12, 2018, as a CD-ROM. The Second Installment of records responsive to your request was too large to send via email, and was sent via US Mail, on September 28, 2018. Included with the CD-ROM was a letter informing you the Town anticipated a third installment would be provided by 5:00 pm on October 19, 2018. On October 19, 2018 the Town sent a payment reminder notice informing you that the third installment would be provided once the first two installments had been claimed. The Town received payment for the fees related to the first two installments on November 6, 2018. The Third Installment of records responsive to your request was too large to send via email, and was sent via US Mail, on November 7, 2018. Included with the CD-ROM was a letter informing you the Town anticipated a fourth installment would be provided by 5:00 pm on November 16, 2018. On December 14, 2018 the Town sent a payment reminder notice informing you that the fourth installment would be provided once the third installment had been claimed. The Town received payment for the fees related to the third installment on December 27, 2018.

## **Fourth Installment:**

The Town provides you with a Fourth Installment of records responsive to your request as follows:

*All records from 2008 to the present in connection the presence of any perfluoroalkyl substances or chemicals ("PFAS") in the Town of Coupeville and surrounding communities' groundwater or supply, or any discharge of any PFASs in Penn Cove, including without limitation any memorandum of understanding' and/or correspondence between Coupevelille and the United State Navy regrading such presence, contamination, filtering, monitoring, or remediation of any contamination therefrom.*

The Town has presently located 543 digital records (including email messages) that are responsive to this request. The records are provided without exemption or redaction on the enclosed CD-ROM:

PRA#18-013 – Installment 4

The cost for providing records responsive to this request, to date, is detailed below:

	Installment 1	Installment 2	Installment 3	Installment 4	Fees	Total Charge
Email Messages /Transmission Charge						
Scanned Documents		454	158		\$ 0.10	\$61.20
Electronic Files	554	400	22	543	\$0.05/4	\$18.98
Media - Data Disc	\$10.00*	\$10.00	\$10.00	\$10.00		\$40.00
Postage	\$2.66*	\$2.66	\$2.66	\$2.66		\$10.64
<b>Total</b>						<b>\$130.82</b>
Payments Received	09/25/18	11/06/18	12/27/18			\$111.38
<b>Remaining Due</b>						<b>\$19.44</b>

Please remit payment upon receipt of this installment, and reference PRA #18-013. A fifth installment will not be provided until payment is received for the third installment. Payment should be sent to:

Town of Coupeville  
PO Box 725  
Coupeville, WA 98239

**Fourth Installment:**

The Town is in the process of locating, reviewing and processing the records that may be responsive to your request. Pursuant to RCW 42.56.520 the Town requires additional time to process your request.

**The Town anticipates a fifth installment to your request by 5:00 PM – January 18, 2019.**

Please let me know if you have questions or concerns.

Sincerely,



Kelly Beech, Clerk-Treasurer  
Town of Coupeville  
4 NE 7th Street, PO Box 725  
Coupeville, WA 98239  
360-678-4461 ext. 7  
clerktreasurer@townofcoupeville.org